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OF
T30
#1
1/12/01
special workshop

TELECOMMUNICATIONS COMMISSION
of the
CITY AND COUNTY OF SAN FRANCISCO

Friday, January 12, 2001, 8:00 AM-approx. 10:00 AM
Department of Telecommunications and Information Services (DTIS)
875 Stevenson, 5th Floor
Learning Resource Center
Special Meeting
WORKSHOP

There are no action items on this agenda.
All other items on this agenda are for discussion purposes only.

Workshop participants are Commissioners and City staff only.

The Commission respectively requests that all cell phones and pagers be turned off during the duration of the workshop.

1) CALL TO ORDER, ROLL CALL

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President Ernest Jackson
Vice President Bonnie Engel
Commissioner Kim Bogen
Commissioner David Ellington
Commissioner Jan Masaoka

2) PUBLIC TESTIMONY

01-06-01A11:04 RCVD

3) THE TELECOMMUNICATIONS PLAN

a. Review draft of Telecommunications Plan and define approaches for its completion.

4) ADJOURNMENT

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TELECOMMUNICATIONS COMMISSION

CITY AND COUNTY OF SAN FRANCISCO

MINUTES

Friday, January 12, 2001

Department of Telecommunications and Information Services (DTIS)

875 Stevenson, 5th Floor

Learning Resource Center

Special Meeting

WORKSHOP

Workshop participants are Commissioners and City staff

COMMISSIONERS

Ernest Jackson, President

Bonnie Engel, Vice President

Kim Bogen

David Ellington

Jan Masaoka

Liza Lowery, Executive Director

DEPARTMENT OF TELECOMMUNICATIONS

AND INFORMATION SERVICES (DTIS)

Order of Business

1. Call to Order and Roll Call

The meeting was called to order by Commissioner Bonnie Engel at 8:00 a.m.

Vice President Bonnie Engel called roll for the Commission.

Present: President Ernest Jackson, absent

Vice President Bonnie Engel

Commissioner Kim Bogen

Commissioner David Ellington

Commissioner Jan Masaoka

2. Public Testimony

There were no public testimonies.

3. Introduction of Participants

The Executive Director, Liza Lowery and the Commissioners each stated their understanding of the purpose of the Telecommunications Plan. The group recognized that the plan should fulfil the requirements of the Administrative Code, provide an overall telecommunications strategy, answer the "big" public questions related to both internal and external telecommunications policies and initiatives, serve as a framework for telecommunications related decision making, provide a way to check the progress of telecommunications initiatives, and guide development of implementation plans and budgets for telecommunications initiatives.

4. Telecommunications Plan Outline

The Executive Director, Liza Lowery distributed a proposed outline for the Telecommunications Plan for review and discussion. An updated Telecommunications Plan Outline will incorporate the comments made during the discussion. It was suggested that each Commissioner write a brief "A Look into the Future" piece on a specific topic that could be incorporated in the plan.

5. Meeting Dates

The Commissioners recommended that the next regular meeting of January 22, 2001 be canceled; and the special meeting of the Plan workshop be continued on February 9, 2001 at 8:00 a.m. in the DTIS Resource Room at 875 Stevenson.

Adjournment

The workshop recessed at 10:00 a.m.

Respectfully submitted,

_____

Helen C. Danina

Please Note:

- For each Agenda item, the order of consideration shall be:

  [a] Possible brief remarks by sponsoring Commissioner or by DTIS

  [b] Public Testimony

  [c] Commissioners' Comments

  [d] Votes on Action Items

- The public can view this Telecommunications Commission meeting live on the web through videostreaming. To

see the meeting online, visit **www/sfgov.org** and click on the "Watch Citywatch Cable TV online" link at the start time of the meeting.

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Canceled
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CANCELLATION NOTICE

OF THE REGULAR MEETING OF THE

TELECOMMUNICATIONS COMMISSION

of the

CITY AND COUNTY OF SAN FRANCISCO

Please note that the regular meeting of the Telecommunications Commission for Monday, January 22, 2001 has been canceled.

The next meeting of the Commission will be a recessed special meeting held on Friday, February 9, 2001, 8:00 a.m.
875 Stevenson Street, 5th Floor, San Francisco concerning the Telecommunication Plan.

The Commission will take no action.

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Department of Telecommunications and Information Services
City and County of San Francisco

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875 Stevenson Street, 5th Floor, San Francisco concerning the Telecommunication Plan.

The Commission will take no action.

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TELECOMMUNICATIONS COMMISSION

CITY AND COUNTY OF SAN FRANCISCO

MINUTES

Friday, February 9, 2001

Department of Telecommunications and Information Services (DTIS)

875 Stevenson, 5th Floor

Learning Resource Center

Special Recessed Meeting

WORKSHOP

Workshop participants are Commissioners and City staff

COMMISSIONERS

Ernest Jackson, President

Bonnie Engel, Vice President

Kim Bogen

David Ellington

Jan Masaoka

Liza Lowery, Executive Director

DEPARTMENT OF TELECOMMUNICATIONS

AND INFORMATION SERVICES (DTIS)

Order of Business

1. Call to Order and Roll Call

The meeting was called to order by Commissioner Bonnie Engel at 8:00 a.m.

Vice President Bonnie Engel called roll for the Commission.

Present: Vice President Bonnie Engel

Commissioner Kim Bogen

Commissioner David Ellington

Excused: President Ernest Jackson

Commissioner Jan Masaoka

2. Public Testimony

There were no public testimonies.

3. Community and Economic Development Goals, Initiatives & Policies

The Executive Director, Liza Lowery and the Commissioners reviewed and discussed section VIIIA of the Telecommunications Plan Outline regarding the draft goals, strategic initiatives, and policies for the Community and Economic Development. The recommendations regarding the priority or importance of each goal will be incorporated into revised draft of this section.

4. Goals Not Included in Community and Economic Development

The list of items not included in the Community and Economic Development draft goals and initiatives was distributed at the workshop. Most items listed will be addressed in the text of the Telecommunications Plan as impacts, benefits, outcomes, and needs.

5. Internal City Goals, Strategic Initiatives and Policy Recommendations

The following items will be discussed in the draft of Internal City Goals, Strategic Initiatives and Policy Recommendation at the next continuing workshop:

· Electronic government and e-democracy;

· PEG, and

· Education technology and telemedicine.

5. Meeting Dates

The Commissioners recommended that the next regular meeting of February 26, 2001 be canceled; and the special meeting of the Plan workshop be continued on March 14, 2001 at 8:00 a.m. in the DTIS Resource Room at 875 Stevenson. The next regular meeting is scheduled for March 26, 2001 and the agenda will include Proposed Rules of Order, a legislative update, and a presentation by AT&T.

Adjournment

The workshop recessed at 9:30 a.m.

Respectfully submitted,

_____

Helen C. Danina

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[b] Public Testimony

[c] Commissioners' Comments

[d] Votes on Action Items

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Department of Telecommunications and Information Services
City and County of San Francisco

TELECOMMUNICATIONS COMMISSION
of the
CITY AND COUNTY OF SAN FRANCISCO

The recessed special meeting of the Commission will be held on Wednesday, March 14, 2001, 8:00 a.m.
875 Stevenson Street, 5th Floor, San Francisco concerning the Telecommunications Plan.
The Commission will take no action.

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TELECOMMUNICATIONS COMMISSION

CITY AND COUNTY OF SAN FRANCISCO

MINUTES

Wednesday, March 14, 2001

Department of Telecommunications and Information Services (DTIS)

875 Stevenson, 5th Floor

Learning Resource Center

Special Recessed Meeting

WORKSHOP

Workshop participants are Commissioners and City staff

COMMISSIONERS

Ernest Jackson, President

Bonnie Engel, Vice President

Kim Bogen

David Ellington

Jan Masaoka

Liza Lowery, Executive Director

DEPARTMENT OF TELECOMMUNICATIONS

AND INFORMATION SERVICES (DTIS)

Order of Business

1. Call to Order and Roll Call

The meeting was called to order by Commissioner Bonnie Engel at 8:00 a.m.

Vice President Bonnie Engel called roll for the Commission.

Present: President Ernest Jackson

Vice President Bonnie Engel

Commissioner David Ellington

Commissioner Jan Masaoka

Excused: Commissioner Kim Bogen

2. Public Testimony

There were no public testimonies.

3. Review of External Goals

On behalf of Executive Director Liza Lowery, Deputy Director Denise Brady, Commissioners, and Brian Roberts reviewed and discussed the six external goals. Revisions and clarifications were made to the list of goals and the final list of external goals will be presented at the next workshop.

4. Goals Not Included in Community and Economic Development

The list of items not included in the Community and Economic Development draft goals and initiatives was distributed and discussed at the workshop. Most of the items listed will be addressed in the text of the Telecommunications Plan as impacts, benefits, outcomes, and needs; one was consolidated into a goal.

5. Internal City Goals, Strategic Initiatives and Policy Recommendations

The internal City goals, strategic initiatives and policy were based upon available resources including the RCC Needs Assessment report. Some of the Commissioners felt there were too many strategic initiatives, classification within the initiatives was an issue, and the action of a strategic initiative should be to ensure versus to explore. Much of the discussion focused on the following topics:

· Economic development;

· Electronic government and e-democracy;

· PEG, and other franchise resources;

· Education.

There was a discussion that the role of electronic government and electronic democracy should be included in both internal and external goals. The department will incorporate the points made and issue another draft.

Vision No. 6 Education was expanded and revisions will be presented to the Commission for discussion at the next Telecommunication Commission workshop.

5. Meeting Dates

The Telecommunications Commission secretary will contact the Commissioners as to their availability for the next Telecommunications Commission workshop would take place based upon the three dates given: April 18, 25 and 26.

Adjournment

The workshop recessed at 10:00 a.m.

Respectfully submitted,

_____

Helen C. Danina

Please Note:

· For each Agenda item, the order of consideration shall be:

[a] Possible brief remarks by sponsoring Commissioner or by DTIS

[b] Public Testimony

[c] Commissioners' Comments

[d] Votes on Action Items

· General written materials submitted by the public to the Telecommunications Commission review, that are not associated with a specific deadline, should be sent to Telecommunications Commission, Department of Telecommunications and Information Services (DTIS), 875 Stevenson, 5th Floor, San Francisco, CA 94103 or emailed to **Telecommunications_Commission @ci.sf.ca.us.**

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(Subject to the approval of the Telecommunications Commission.

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Department of Telecommunications and Information Services
City and County of San Francisco

NOTICE

REGULAR MEETING OF THE
TELECOMMUNICATIONS COMMISSION
CITY AND COUNTY OF SAN FRANCISCO

Monday, March 26, 2001, 5:30 PM
City Hall
1 Dr. Carlton B. Goodlett Place, Room 400

AGENDA

There are two action items on this agenda.
All other items on this agenda are for discussion purposes only.

The Commission respectively requests that all cell phones and pagers are turned off during the duration of the meeting.

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1) CALL TO ORDER, ROLL CALL

Ernest Jackson, President
Bonnie Engel, Vice President
Commissioner Kim Bogen
Commissioner David Ellington
Commissioner Jan Masaoka

2) APPROVAL OF THE MINUTES **ACTION ITEM**

(Commissioners will vote to adopt the minutes. The handout associated with this item is the Minutes from the October 30, 2000 meeting.)

a) Adoption of the Minutes October 30, 2000 Meeting

- Public Testimony
- Commissioners' Comments
- Commissioners' Vote

3) COMMUNICATIONS **FOR DISCUSSION ONLY**

Descriptions of communications received by the Commission are listed at the end of this agenda.

- Public Testimony
- Commissioners' Comments

4) DIRECTOR'S REPORT **FOR DISCUSSION ONLY**
(There is a handout associated with this item.)

- Public Testimony
- Commissioners' Comments

5) NEW BUSINESS

a) Proposed Rules of Order Resolution, 01-024 **ACTION ITEM**
(The handouts associated with this item are the full text of Resolution 01-024 and the Proposed Rules of Order.)

RESOLUTION ADOPTING THE PROPOSED RULES OF ORDER GOVERNING THE COMMISSION'S MEETINGS, BUSINESS, AND CONDUCT.

- Commissioners' Comments
- Public Testimony
- Commissioners' Votes

b) AT&T Rebuild Report **FOR DISCUSSION ONLY**

- Public Testimony
- Commissioners' Comments

6) OLD BUSINESS **FOR DISCUSSION ONLY**

a) Policy Update
(There are no handouts associated with this item.)

- Public Testimony
- Commissioners' Comments

7) CALENDAR MATTERS **FOR DISCUSSION ONLY**
(There are no handouts associated with these items.)

- The next regular Commission meeting will be held on April 23. The meeting will occur at the regularly scheduled time of 5:30 pm in Room 400, City Hall.

- The recessed special meeting will be held on April 26, 2001, 8:00 am in 875 Stevenson Street, 5th Floor, San Francisco concerning the Telecommunications Plan.

- Public Testimony
- Commissioners' Comments

8) GENERAL PUBLIC TESTIMONY FOR DISCUSSION ONLY

9) ADJOURNMENT

COMMUNICATIONS PAGE

COMMUNICATIONS AGENDA PACKET RECEIVED FROM DTIS

1. Agenda for the March 26, 2001 Commission meeting.
2. Draft minutes for the October 30, 2000 meeting.
3. Handout associated with the Director's Report.
4. The proposed rules of order.
5. Resolution number 01-024

COMMUNICATIONS RECEIVED FROM THE PUBLIC
November 21-December 11, 2000

1. Letter from Bradley Edwards, dated November 21, 2000, regarding errors on his AT&T bill.

2. Letter from Ellen R. Shaffer, dated December 11, 2000, regarding alleged consumer fraud committed by AT&T Broadband.

Please Note:

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TELECOMMUNICATIONS COMMISSION

CITY AND COUNTY OF SAN FRANCISCO

MINUTES

MONDAY, MARCH 26, 2001

CITY HALL

ROOM 400

5:30 P.M.

COMMISSIONERS

Ernest Jackson, President

Bonnie Engel, Vice President

Kim Bogen

David Ellington

Jan Masaoka

Liza Lowery, Executive Director

DEPARTMENT OF TELECOMMUNICATIONS

AND INFORMATION SERVICES (DTIS)

1. Call to Order and Roll Call

The meeting was called to order by President Ernest Jackson at 5:30 P.M.

President Jackson called role call for the Commission.

Present: President Ernest Jackson

Vice President Bonnie Engel

Commissioner David Ellington

Commissioner Jan Masaoka

Excused: Commissioner Kim Bogen

2. Approval of the October 30, 2000 Minutes

There was no public testimony on this agenda item.

Action Taken

Commissioner Ellington made a motion, seconded by Commissioner Engel, to adopt the minutes for the regular October 30, 2000 Commission meeting. The Commission moved to adopt the minutes with four ayes [Jackson, Engel, Ellington, Masaoka]. None opposed.

Since the last regular meeting on October 30, 2000, the Telecommunications Commission has had one regular facilitated workshop and three monthly recessed Special Meetings to discuss the Telecommunications Plan with the Department of Telecommunications and Information Services (DTIS).

There was no public testimony on this agenda item.

3. Communications

Commissioner Engel stated that there are communications about AT&T customer service complaints regarding cable billing and telephone services as they relate to DSL.

There was no public testimony on this agenda item.

4. Director's Report

Deputy Director Brady updated the Department's activities on behalf of Executive Director Liza Lowery on the following items:

Major Accomplishments;

Telecommunications Plan;

PEG with Emphasis on Education and Government;

Franchise Management;

Business Development Related to Telecommunications Providers;

Digital Divide;

Federal Legislation;

Street Furniture;

WIN Franchise Application;

Public Safety Network Bond Project;

Internal Operations;

Enterprise Approach to IT;

Miscellaneous Items.

The new Board of Supervisors is issuing resolutions and inquiries related to IT. We are responding as appropriate. Examples include:

· A hearing on IT recruitment, retention and contracting out

· Internet Server Farms inquiry

· GIS Data License Fees

· Use and Access to GIS

· Use of CityWatch to carry information regarding scofflaw properties and landlords

There was no public testimony on this agenda item.

5) New Business

a) Proposed Rules of Order Resolution, 01-024

RESOLUTION ADOPTING THE PROPOSED RULES OF ORDER GOVERNING THE COMMISSION'S MEETINGS, BUSINESS, AND CONDUCT.

President Jackson tabled the Proposed Rules of Order for further clarification and revisions.

Action Taken

Commissioner Ellington moved, seconded by Commissioner Engel, to table the Proposed Rules of Order Resolution, 01-024. The Commission voted to table the resolution with four ayes [Jackson, Engel, Ellington, Masaoka], none opposed.

There was no public testimony on this agenda item.

b) AT&T Rebuild Report

AT&T attended the hearing to explain the current status and expected progress of its rebuild of the San Francisco system for the 1999 franchise amendments. In addition, AT&T explained the following services: voice and data service over this network; its rebuild schedule; telephone service; homes per node; back up power; operation issues, such as customer service, layoffs, and introduction of the new general manager.

There was no public testimony on this agenda item.

In response to Supervisor Tom Ammiano of the Board of Supervisors request regarding rate disparity between different neighborhoods, Deputy Director Denise Brady wrote to Linda Crayton at AT&T to address this concern. written response from AT&T is expected.

6) Old Business

a) Policy Update

Deputy Director Brady reported as follows: FCC's Notice of Inquiry (NOI) concerning High-Speed Access to the Internet over cable and other facilities - President Jackson assigned Commissioner Bogen to be the lead person for this matter. Commissioner Bogen met with the staff at the City Attorney's office and DTIS and reconfirmed the City's position. The City Attorney forwarded the City's Reply Comments to the FCC on January 10, 2001. Deputy

City Attorney Bill Sanders attended and reported on pending Local and State Government Advisory Committee (LSGAC) action.

City Signal Petition - City Signal filed a Petition for Declaratory Ruling with the FCC concerning use of right-of-way for access to poles in three Ohio cities. Comments filed by three other companies attempted to expand the FCC's focus by charging 40 communities not named in the original City Signal Petition, several of the communities are located in California. Reply Comments were filed with the FCC on behalf of NATOA, ten local governments, including the five named California cities, stating that the three companies have attempted to interplead the 40 communities not named in the City Signal petition.

Western Integrated Networks (WIN) withdrew its franchise application because of the presence of AT&T and RCN.

There was no public testimony on this agenda item.

7) Calendar Matters

President Jackson announced that the next regular commission meeting will be held on April 23, 2001, 5:30 p.m., City Hall, Room 400. And the recessed special meeting will continue on April 26, 2001 and noted the date change from April 25, 2001 at 8:00 a.m. in 875 Stevenson Street, 5th Floor, San Francisco concerning the Telecommunications Plan.

There was no public testimony on this agenda item, and no Commissioners' comments.

8) General Public Testimony: None

9) Adjournment

President Jackson adjourned the meeting at 7:40 p.m.

Respectfully submitted,

_____

Helen C. Danina

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San Francisco SFGOV

Department of Telecommunications and Information Services

City and County of San Francisco

NOTICE

REGULAR MEETING OF THE

TELECOMMUNICATIONS COMMISSION

CITY AND COUNTY OF SAN FRANCISCO

Monday, April 23, 2001, 5:30 PM

City Hall

1 Dr. Carlton B. Goodlett Place, Room 400

AGENDA

There are two action items on this agenda.

All other items on this agenda are for discussion purposes only.

The Commission respectively requests that all cell phones and pagers are turned off during the duration of the meeting.

1) CALL TO ORDER, ROLL CALL

Ernest Jackson, President

Bonnie Engel, Vice President

Commissioner Kim Bogen

Commissioner David Ellington

Commissioner Jan Masaoka

2) APPROVAL OF THE MINUTES ACTION ITEM

(Commissioners will vote to adopt the minutes. The handout associated with this item is the Minutes from the March 26, 2001 meeting.)

a) Adoption of the Minutes March 26, 2001 Meeting

- Public Testimony

- Commissioners' Comments

- Commissioners' Vote

3) COMMUNICATIONS FOR DISCUSSION ONLY

Descriptions of communications received by the Commission are listed at the end of this agenda.

- Public Testimony

- Commissioners' Comments

4) DIRECTOR'S REPORT FOR DISCUSSION ONLY

(There is a handout associated with this item.)

- Public Testimony

- Commissioners' Comments

5) DEPUTY DIRECTOR'S POLICY FOR DISCUSSION ONLY

REPORT

(There are no handouts associated with this item.)

- Public Testimony

- Commissioners' Comments

6) REPORT ON LEGISLATION FOR DISCUSSION ONLY

(There are no handouts associated with this item.)

- Public Testimony

- Commissioners' Comments

7) NEW BUSINESS

a) Proposed Rules of Order Resolution, 01-024 ACTION ITEM

(The handouts associated with this item are the full text of Resolution 01-024 and the Proposed Rules of Order.)

RESOLUTION ADOPTING THE PROPOSED RULES OF ORDER GOVERNING THE COMMISSION'S MEETINGS, BUSINESS, AND CONDUCT.

- Commissioners' Comments

- Public Testimony

- Commissioners' Votes

b) SUBSCRIBERS' COMPLAINTS FOR DISCUSSION ONLY

REGARDING CABLE SERVICES

- Public Testimony

- Commissioners' Comments

8) CALENDAR MATTERS FOR DISCUSSION ONLY

(There are no handouts associated with these items.)

- The next regular Commission meeting will be held on May 29. The meeting will occur at the regularly scheduled time of 5:30 p.m. in Room 400, City Hall.

- Public Testimony

- Commissioners' Comments

9) GENERAL PUBLIC TESTIMONY FOR DISCUSSION ONLY

10) ADJOURNMENT

COMMUNICATIONS PAGE

COMMUNICATIONS AGENDA PACKET RECEIVED FROM DTIS

1. Agenda for the April 23, 2001 Commission meeting.

2. Draft minutes for the March 26, 2000 meeting.

3. The proposed rules of order.

4. Resolution number 01-024.

5. Telecommunications Commission Pending Topics List.

COMMUNICATIONS RECEIVED FROM THE PUBLIC

(March 28, 2001 - March 30, 2001

1. Letter from Linda Crayton regarding AT&T Broadband's Digital Cable program adjustment.

2. Email from Mr. Brockman regarding poor customer service by AT&T and reply from President Jackson, Telecommunications Commission.

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TELECOMMUNICATIONS COMMISSION

CITY AND COUNTY OF SAN FRANCISCO

MINUTES

MONDAY, April 23, 2001

CITY HALL

ROOM 400

5:30 P.M.

COMMISSIONERS

Ernest Jackson, President

Bonnie Engel, Vice President

Kim Bogen

David Ellington

Jan Masaoka

Liza Lowery, Executive Director

DEPARTMENT OF TELECOMMUNICATIONS

AND INFORMATION SERVICES (DTIS)

1. Call to Order and Roll Call

The meeting was called to order by President Ernest Jackson at 5:30 P.M.

President Jackson called roll for the Commission.

Present: President Ernest Jackson

Vice President Bonnie Engel

Commissioner Kim Bogen

Commissioner David Ellington

Commissioner Jan Masaoka

2. Approval of the March 14, 2001 Minutes

There was no public testimony on this agenda item.

Action Taken

Commissioner Masaoka made a motion, seconded by Commissioner Ellington, to amend the minutes of the March 14, 2001 regular Commission meeting to include the list of "Pending Topics" under "Calendar Matters" in future agendas; and, the Deputy Director, DTIS to report on the milestones and penalties regarding AT&T franchise at the next regular meeting of the Telecommunications Commission.

Commissioner Masaoka made a motion to approve and seconded by Commissioner Ellington to approve the minutes as amended with five ayes, none opposed.

There was no public testimony on this agenda item.

6. New Business

a) Proposed Rules of Order Resolution, 01-024

Since Commissioner Ellington had to leave the meeting early, President Jackson moved agenda item #6, New Business, a) Proposed Rules of Order Resolution,

01-024 as the next item for discussion. In the Proposed Rules of Order Resolution, section entitled "Commission Action," Commissioner Masaoka inquired whether it was necessary to have an affirmative vote of a majority of the full five member commission versus the majority vote of those members present for the approval of any matter. Bill Sanders, City Attorney will research this issue and a clarification will be made by the next meeting.

Action Taken

Commissioner Ellington moved, seconded by Commissioner Masaoka, to table the Proposed Rules of Order Resolution, 010-924 until a legal interpretation is made. The Commission voted to table the resolution with five ayes [Jackson, Engel, Bogen, Ellington, Masaoko], none opposed.

3. Communications

President Jackson encouraged Commissioners to attend the NATOA Conferences on May 10-11 in San Antonio, TX, or May 24 in Santa Monica, CA.

There was no public testimony on this agenda item.

4. Director's Report

Deputy Director Brady updated the Department's activities on behalf of Executive Director Liza Lowery on the following items:

Major Accomplishments;

Telecommunications Plan;

PEG with Emphasis on Education and Government;

Franchise Management;

Business Development Related to Telecommunications Providers;

Digital Divide;

Federal Legislation;

Street Furniture;

WIN Franchise Application;

Public Safety Network Bond Project;

Internal Operations;

Enterprise Approach to IT;

Miscellaneous Items.

There was no public testimony on this agenda item.

5. Deputy Director's Policy Report and 6. Report on Legislation

Deputy Director Brady reported on the following policy and legislation matters:

· The FCC's Notice of Inquiry (NOI) concerning High-Speed Access to the Internet over cable and other facilities;

· Supervisor Leno `s request for information for on-line interdepartmental master street activity list;

· Server hotels;

· Supervisor Daly's request for a hearing to explore ways to improve IT in San Francisco and the City's website.

There was no public testimony on these agenda items.

b) Subscribers' Complaints Regarding Cable Services

President Jackson invited members of the public to step forward and express their concerns regarding AT&T cable services. Several people expressed their problems regarding such issues as: billing, programming, access, customer service, and the AT&T rebuild. AT&T representatives addressed the issues raised by the public and stated the steps that were being made to remedy the problems. Deputy Director Brady explained the procedure for tracking cable complaints at the Department of Telecommunications and Information Services.

8) Calendar Matters

President Jackson announced that the next regular commission meeting will be held on Tuesday, May 29, 2001, 5:30 p.m., City Hall, Room 400. And the recessed special meeting will continue on May 9, 2001 at 8:00 a.m. in 875 Stevenson Street, 5th Floor, San Francisco concerning the Telecommunications Plan.

There was no public testimony on this agenda item, and no Commissioners' comments.

8) General Public Testimony: None

9) Adjournment

President Jackson adjourned the meeting at 8:00 p.m.

Respectfully submitted,

Helen C. Danina

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4/25/01
special

TELECOMMUNICATIONS COMMISSION
of the
CITY AND COUNTY OF SAN FRANCISCO

The meeting of the Commission will be a recessed special meeting held on Wednesday, April 25, 2001, 8:00 a.m.

875 Stevenson Street, 5th floor, San Francisco concerning the Telecommunications Plan.

The Commission will take no action.

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TELECOMMUNICATIONS COMMISSION

CITY AND COUNTY OF SAN FRANCISCO

MINUTES(

Wednesday, April 25, 2001

Department of Telecommunications and Information Services (DTIS)

875 Stevenson, 5th Floor

Learning Resource Center

Special Recessed Meeting

WORKSHOP

Workshop participants are Commissioners and City staff

COMMISSIONERS

Ernest Jackson, President

Bonnie Engel, Vice President

Kim Bogen

David Ellington

Jan Masaoka

Liza Lowery, Executive Director

DEPARTMENT OF TELECOMMUNICATIONS

AND INFORMATION SERVICES (DTIS)

Order of Business

1. Call to Order and Roll Call

The meeting was called to order by President Ernie Jackson at 8:00 a.m.

Commission Secretary Helen Danina called roll.

Present: President Ernest Jackson

Vice President Bonnie Engel

Commissioner Kim Bogen

Commissioner David Ellington

Excused: Commissioner Jan Masaoka

2. Public Testimony

There were no public testimonies.

3. Review of April 25, 2001 workshop

Executive Director Liza Lowery reviewed the letter Deputy Director Denise Brady sent to the Commissioners summarizing the meeting of March 14, 2001. In addition, the Executive Director asked for Commission's input on the "Future" section of the Plan and suggested that the written portions of the Telecommunications Plan's will be sent to the Commissioners for review as they are drafted on a flow basis.

4. Internal and External City Goals, Strategic Initiatives and Policy Recommendation

The internal City goals, strategic initiatives and policies were discussed and the new prioritization of Internal and External Goals, Visions, Initiatives, and Table of Contents will be sent to the Commissioners before the next meeting.

5. Meeting Dates

The Telecommunications Commission will continue the workshop on May 9, 2001.

Adjournment

The workshop recessed at 10:00 a.m.

Respectfully submitted,

_____

Helen C. Danina

Please Note:

· For each Agenda item, the order of consideration shall be:

[a] Possible brief remarks by sponsoring Commissioner or by DTIS

[b] Public Testimony

[c] Commissioners' Comments

[d] Votes on Action Items

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TELECOMMUNICATIONS COMMISSION
of the
CITY AND COUNTY OF SAN FRANCISCO

The meeting of the Commission will be a recessed special meeting held on Wednesday, May 9, 2001, 8:00 a.m.

875 Stevenson Street, 5th floor, San Francisco concerning the Telecommunications Plan.

The Commission will take no action.

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TELECOMMUNICATIONS COMMISSION

CITY AND COUNTY OF SAN FRANCISCO

MINUTES

Wednesday, May 9, 2001

Department of Telecommunications and Information Services (DTIS)

875 Stevenson, 5th Floor

Learning Resource Center

Special Recessed Meeting

WORKSHOP

Workshop participants are Commissioners and City staff

COMMISSIONERS

Ernest Jackson, President

Bonnie Engel, Vice President

Kim Bogen

David Ellington

Jan Masaoka

Liza Lowery, Executive Director

DEPARTMENT OF TELECOMMUNICATIONS

AND INFORMATION SERVICES (DTIS)

Order of Business

1. Call to Order and Roll Call

The meeting was called to order by President Ernie Jackson at 8:00 a.m.

Commission Secretary Helen Danina called roll.

Present: President Ernest Jackson

Vice President Bonnie Engel

Commissioner Kim Bogen

Commissioner David Ellington

Commissioner Jan Masaoka

2. Public Testimony

There were no public testimonies.

3. Review of April 25, 2001 workshop

Executive Director Liza Lowery reviewed the Table of Contents, Future section, and Goals, Initiatives and Policy Recommendations with the Commissioners. Further refinements and changes were made to each section.

4. External Goals

The external goals were discussed and revisions have been incorporated into the Community and Economic Development section. External goals were prioritized as follows:

· Access,

· Consumer knowledge and customer service,

· Public safety,

· Convenience of government services (e-gov), and

· Aesthetics/quality of life.

5. General Changes to Goals Section

· Distinction between strategic initiatives and initiatives has been eliminated.

· Each goal will be accompanied by a policy recommendation.

· Benefits related to the goals and initiatives will be incorporated in the text.

Meeting Dates

This special meeting was concluded at the end of this meeting. After substantial sections of the Telecommunications Plan have been submitted to the Commissioners, a workshop will be scheduled to review and discuss the written portions of the Plan.

Adjournment

The workshop adjourned at 10:00 a.m.

Respectfully submitted,

_____

Helen C. Danina

Please Note:

· For each Agenda item, the order of consideration shall be:

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NOTICE

REGULAR MEETING OF THE TELECOMMUNICATIONS COMMISSION CITY AND COUNTY OF SAN FRANCISCO

Tuesday, May 29, 2001, 5:30 PM
City Hall
1 Dr. Carlton B. Goodlett Place, Room 400

AGENDA

There are three action items on this agenda.
All other items on this agenda are for discussion purposes only.

The Commission respectively requests that all cell phones and pagers are turned off during the duration of the meeting.

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1) **CALL TO ORDER, ROLL CALL**

Ernest Jackson, President
Bonnie Engel, Vice President
Commissioner Kim Bogen
Commissioner David Ellington
Commissioner Jan Masaoka

2) **APPROVAL OF THE MINUTES** **ACTION ITEMS**

(Commissioners will vote to adopt the minutes. The handout associated with this item is the Minutes of March 26, 2001 meeting and Minutes of the Special Meetings.)

a) Adoption of the Minutes April, 23, 2001 Meeting

- Public Testimony
- Commissioners' Comments
- Commissioners' Vote

b) Adoption of the Minutes of the Special Meeting of December 8, 2000, recessed to January 12, 2001, recessed to February 9, 2001, recessed to March 14, 2001, recessed to April 25, 2001, and adjourned on May 9, 2001.

- Public Testimony
- Commissioners' Comments
- Commissioners' Vote

3) COMMUNICATIONS **FOR DISCUSSION ONLY**

Descriptions of communications received by the Commission are listed at the end of this agenda.

- Public Testimony
- Commissioners' Comments

4) DIRECTOR'S REPORT (Liza Lowery) **FOR DISCUSSION ONLY**

(There is a handout associated with this item.)

- Public Testimony
- Commissioners' Comments

5) DEPUTY DIRECTOR'S POLICY/LEGISLATION REPORT (Denise Brady) **FOR DISCUSSION ONLY**

(There are no handouts associated with this item.)

- Public Testimony
- Commissioners' Comments

6) NEW BUSINESS

a) Proposed Rules of Order Resolution, 01-024 (Denise Brady) **ACTION ITEM**

(The handouts associated with this item are the full text of Resolution 01-024 and the Proposed Rules of Order.)

RESOLUTION ADOPTING THE PROPOSED RULES OF ORDER GOVERNING THE COMMISSION'S MEETINGS, BUSINESS, AND CONDUCT.

- Commissioners' Comments
- Public Testimony
- Commissioners' Votes

7) OLD BUSINESS **FOR DISCUSSION ONLY**

a) Telecommunications Plan Update (Liza Lowery)

(There is no handouts associated with this item.)

- Public Testimony
- Commissioners' Comments

8) CALENDAR MATTERS **FOR DISCUSSION ONLY**

(There is a handout associated with this item.)

- The next regular Commission meeting will be held on June 25. The meeting will occur at the regularly scheduled time of 5:30 p.m. in Room 400, City Hall.
    - Public Testimony
    - Commissioners' Comments
- Telecommunications Commission pending Topics List.
    - Public Testimony
    - Commissioners' Comments

9) GENERAL PUBLIC TESTIMONY **FOR DISCUSSION ONLY**

10) ADJOURNMENT

COMMUNICATIONS PAGE

COMMUNICATIONS AGENDA PACKET RECEIVED FROM DTIS

1. Agenda for the May 29, 2001 Commission meeting.
2. Draft minutes for the April 23, 2000 meeting.
3. Draft minutes of the Special Meetings of December 8, 2001, recessed to January 12, 2001, recessed to February 9, 2001, recessed to march 14, 2001, recessed to April 25, 2001, and adjourned on may 9, 2001.
4. Director's report.
5. The proposed rules of order.
6. Resolution number 01-024.
7. Telecommunications Commission Pending Topics List.

COMMUNICATIONS RECEIVED FROM THE PUBLIC

None received for the period April 24, 2001 – May 14, 2001.

Please Note:

- Special Announcement: The public can view this Telecommunications Commission meeting live on the web through videostreaming. To see the meeting online, visit **www.sfgov.org** and click on the "Watch Citywatch Cable TV online" link at the start time of the meeting.

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Commission Information:

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SUNSHINE ORDINANCE

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TELECOMMUNICATIONS COMMISSION

CITY AND COUNTY OF SAN FRANCISCO

MINUTES

MONDAY, May 29, 2001

CITY HALL

ROOM 400

5:30 P.M.

COMMISSIONERS

Ernest Jackson, President

Bonnie Engel, Vice President

Kim Bogen

David Ellington

Jan Masaoka

Liza Lowery, Executive Director

DEPARTMENT OF TELECOMMUNICATIONS

AND INFORMATION SERVICES (DTIS)

1. Call to Order and Roll Call

The meeting was called to order by Vice President Bonnie Engel at 6:00 P.M.

The Commission Secretary called roll for the Commission.

Present: Vice President Bonnie Engel

Commissioner Kim Bogen

Commissioner David Ellington

Excused: President Ernest Jackson

Commissioner Jan Masaoka

2. Approval of the April 23, 2001 minutes of the Regular Meeting and the minutes of the Special Meeting

Actions Taken

· Commissioner Ellington made a motion, seconded by Commissioner Bogen, to approve the minutes of the April 23, 2001 regular Commission meeting. The Commission moved to adopt the minutes with three ayes [Bogen, Ellington, Engel], none opposed.

· Commission Bogen made a motion, seconded by Commissioner Ellington to adopt the minutes of the Special Meeting of December 8, 2000 on Telecommunications Plan. Commission moved to adopt the minutes with three ayes [Bogen, Ellington, Engel], none opposed.

There were no public testimonies on these agenda items.

3. Communications

There was no public testimony on this agenda item.

4. Director's Report

Executive Director Lowery introduced Chris Vein, Chief Administrative Officer (CAO), a member of the Executive Management team of the Department of Telecommunications and Information Services (DTIS). The Executive Director's report covered the following issues:

· Major Accomplishments;

· Telecommunications Plan;

· PEG with Emphasis on Education and Government;

· Franchise Management;

· Business Development Related to Telecommunications Providers;

· Digital Divide;

· Federal Legislation;

· Street Furniture;

· WIN Franchise Application;

· Public Safety Network Bond Project;

· Internal Operations;

· Enterprise Approach to IT;

· Other.

There was no public testimony on this agenda item.

5. Deputy Director's Policy/Legislation Reports

Deputy Director Brady reported on the following policy and legislation matters:

· The FCC's Notice of Inquiry (NOI) concerning High-Speed Access to the Internet over cable and other facilities;

· City Signal Petition;

· U.S. Department Commerce - The Technologies Opportunities Program (TOP);

· U.S. Supreme Court - NCTA, Inc. v. Gulf Power Company, et al.;

· 9th Circuit Court of Appeals - Qwest v. City of Auburn, et al.;

· 9th Circuit Court - Qwest Communications Corp, v. The City of Berkeley;

· 11th Circuit Court - Bellsouth Telecommunications v. City of coral spring and Town of Palm Beach;

· U.S. Congress - HR 1452, HR 1697, HR 1698;

· Open Access/Broadband - Excite@home.com , Comcast, Cox Commuications.

There was no public testimony on these agenda items.

6. New Business - Proposed Rules of Order Resolution, 01-024

Since two members of the Telecommunications Commission were not present, Vice President Engel tabled the Proposed Rules of Order Resolution 01-024.

7) Telecommunications Plan Update

Executive Director Lowery reported on the following items in a Powerpoint presentation:

· Overview

· Purpose of the Plan

· Table of Contents

· Telecommunications Goals

· 5 Community and Education Goals

· 4 Internal Needs Goals

· Telecommunications Vision

· Next Steps

The Powerpoint presentation of the Telecommunications Plan Update is available on the Telecommunications Commission website http://www.sfgov.org/telecommunications_commission/

8) Calendar Matters

Vice President Engel announced that the next regular commission meeting will be held on Monday, June 25, 2001, 5:30 p.m., City Hall, Room 400.

There was no public testimony on this agenda item, and no Commissioner comments.

8) General Public Testimony: None

9) Adjournment

Vice President Engel adjourned the meeting at 7:30 p.m.

Respectfully submitted,

_____

Helen C. Danina

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Department of Telecommunications and Information Services
City and County of San Francisco

NOTICE

REGULAR MEETING OF THE

TELECOMMUNICATIONS COMMISSION
CITY AND COUNTY OF SAN FRANCISCO

Monday, June 25, 2001, 5:30 PM
City Hall
1 Dr. Carlton B. Goodlett Place, Room 400

AGENDA

There are two action items on this agenda.
All other items on this agenda are for discussion purposes only.

The Commission respectively requests that all cell phones and pagers are turned off during the duration of the meeting.

1) CALL TO ORDER, ROLL CALL

Ernest Jackson, President
Bonnie Engel, Vice President
Commissioner Kim Bogen
Commissioner David Ellington
Commissioner Jan Masaoka

2) APPROVAL OF THE MINUTES **ACTION ITEM**

(Commissioners will vote to adopt the minutes. The handout associated with this item is the Minutes of May 29, 2001.)

a) Adoption of the Minutes May 29, 2001 Meeting

- Public Testimony
- Commissioners' Comments
- Commissioners' Vote

3) COMMUNICATIONS **FOR DISCUSSION ONLY**

Descriptions of communications received by the Commission are listed at the end of this agenda.

- Public Testimony
- Commissioners' Comments

4) DIRECTOR'S REPORT ON THE FOLLOWING MATTERS (Liza Lowery): FOR DISCUSSION ONLY

- **MAJOR ACCOMPLISHMENTS;**
- **TELECOMMUNICATIONS PLAN;**
- **PEG WITH EMPHASIS ON EDUCATION AND GOVERNMENT;**
- **FRANCHISE MANAGEMENT;**
- **BUSINESS DEVELOPMENT RELATED TO TELECOMMUNICATIONS PROVIDERS;**
- **DIGITAL DIVIDE;**
- **FEDERAL LEGISLATION;**
- **STREET FURNITURE;**
- **PUBLIC SAFETY NETWORK BOND PROJECT;**
- **INTERNAL OPERATIONS;**
- **ENTERPRISE APPROACH TO INFORMATION TECHNOLOGY;**
- **OTHER**

(There is a handout associated with this item.)

- Public Testimony
- Commissioners' Comments

5) DEPUTY DIRECTOR'S POLICY REPORT ON THE FOLLOWING (Denise Brady): FOR DISCUSSION ONLY

- **FEDERAL LEGISLATION;**
- **STATE LEGISLATION;**
- **MUNICIPAL LEGISLATION;**
- **COURT PROCEEDINGS;**
- **ADMINISTRATIVE PROCEEDINGS**

(There are no handouts associated with this item.)

- Public Testimony
- Commissioners' Comments

6) NEW BUSINESS

a) Proposed Rules of Order Resolution, 01-024 (Denise Brady) ACTION ITEM

(The handouts associated with this item are the full text of Resolution 01-024 and the Proposed Rules of Order.)

RESOLUTION ADOPTING THE PROPOSED RULES OF ORDER GOVERNING THE COMMISSION'S MEETINGS, BUSINESS, AND CONDUCT.

- Commissioners' Comments
- Public Testimony
- Commissioners' Votes

b) Election of Commission Officers FOR DISCUSSION ONLY

(There are no handouts associated with this item.)

- Public Testimony
- Commissioners' Comments

c) RCN Deployment **FOR DISCUSSION ONLY**
(There are no handouts associated with this item.)

- Public Testimony
- Commissioners' Comments

7) CALENDAR MATTERS **FOR DISCUSSION ONLY**
(There is a handout associated with this item.)

- The next regular Commission meeting will be held on July 23. The meeting will occur at the regularly scheduled time of 5:30 p.m. in Room 400, City Hall.

  - Public Testimony
  - Commissioners' Comments

- Telecommunications Commission pending Topics List.

  - Public Testimony
  - Commissioners' Comments

8) GENERAL PUBLIC TESTIMONY **FOR DISCUSSION ONLY**

9) ADJOURNMENT

COMMUNICATIONS PAGE

COMMUNICATIONS AGENDA PACKET RECEIVED FROM DTIS

1. Agenda for the June 25, 2001 Commission meeting.
2. Draft minutes for the May 29, 2001 meeting.
3. Director's report.
4. The proposed rules of order.
5. Resolution number 01-024.
6. Telecommunications Commission Pending Topics List.

COMMUNICATIONS RECEIVED FROM THE PUBLIC

None received for the period May 30, 2001 – June 8, 2001.

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TELECOMMUNICATIONS COMMISSION
CITY AND COUNTY OF SAN FRANCISCO

MINUTES

MONDAY, June 25, 2001
CITY HALL

ROOM 400
5:30 P.M.

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COMMISSIONERS

Ernest Jackson, President
Bonnie Engel, Vice President
Kim Bogen
David Ellington
Jan Masaoka

Liza Lowery, Executive Director
DEPARTMENT OF TELECOMMUNICATIONS
AND INFORMATION SERVICES (DTIS)

1. Call to Order and Roll Call

The meeting was called to order by President Ernest Jackson at 5:30 p.m.

The Commission Secretary called roll for the Commission.

Present: President Ernest Jackson
Vice President Bonnie Engel
Commissioner Kim Bogen
Commissioner David Ellington
Commissioner Jan Masaoka

2. Approval of the May 29, 2001 minutes of the Regular Meeting of the Telecommunications Commission.

Actions Taken

- Commissioner Engel made a motion, seconded by Commissioner Ellington, to approve the minutes of the May 29, 2001 regular Commission meeting. The Commission moved to adopt the minutes with four ayes [Ellington, Engel, Jackson, Masaoka], none opposed.

There was no public testimony on this agenda item.

3. Communications

There was no public testimony on this agenda item.

4. Director's Report

Deputy Director Brady delivered Executive Director Lowery's report. The Executive Director's report covered the following issues:

- Major Accomplishments;
- Telecommunications Plan;
- PEG with Emphasis on Education and Government;
- Franchise Management;
- Business Development Related to Telecommunications Providers;
- Digital Divide;
- Federal Legislation;
- Street Furniture;
- Public Safety Network Bond Project;
- Internal Operations;
- Enterprise Approach to IT;
- Other.

At the discussion, DTIS staff informed everyone that the Telecommunications Plan is being electronically sent to the Commissioner, section by section, for their review. Comments from them on Telecommunications Goals, Initiatives and Policy Recommendations, Internal Needs were received and incorporated into this section of the draft. When feedback from the Commissioners are received for the External Goals section, it will be incorporated into that section by the next Commission meeting. The goal is to make the entire Telecommunications Plan available for distribution to the public at the September 2001 meeting.

There was no public testimony on this agenda item.

5. Deputy Director's Policy/Legislation Reports

Deputy Director Brady reported on actions and matters concerning the following:

- Board of Supervisors;
- Congress;
- Federal Communications Commission;
- Open Access;
- Industry News.

There was no public testimony on these agenda items.

6. New Business

6(a) [Proposed] Rules of Order Resolution, 01-024

Commissioner Engel made a motion, seconded by Commissioner Bogen, to approve the Rules of Order Resolution, 01-024. The Commission moved to adopt the Rules of Order Resolution, 01-024 with five ayes [Bogen, Ellington, Engel, Jackson, Masaoka], none opposed. The Commissioners asked the City Attorney to clarify sections, "Commission Action" and "Election of Officers" in the Rules of Order.

6(b) Election of Commission Officers

President Jackson introduced this item to prepare the Commissioners for the election of officers scheduled for the next meeting.

6(c) RCN Deployment

Two representatives from RCN, David Hankin, Vice President, Regulatory and Government Affairs and Travis Kiyota, Manager, Regulatory and Public Affairs explained their cable package and deployment beginning in the Mission District.

During the discussion, Deputy Director Brady stated that based upon the reports that AT&T and RCN provided to the City, at the time of the June 2001 meeting, both

companies currently met the minimum requirements of their respective franchises as they relate to the rebuild and build.

7. Calendar Matters

President Jackson announced that the next regular commission meeting will be held on Monday, July 23, 2001, 5:30 p.m., City Hall, Room 400.

There was no public testimony on this agenda item, and no Commissioner comments.

8. General Public Testimony: None

9. Adjournment

President Jackson adjourned the meeting at 7:30 p.m.

Respectfully submitted,

_____
Helen C. Danina

Department of Telecommunications and Information Services
City and County of San Francisco

NOTICE

REGULAR MEETING OF THE TELECOMMUNICATIONS COMMISSION CITY AND COUNTY OF SAN FRANCISCO

Monday, July 23, 2001, 5:30 PM
City Hall
1 Dr. Carlton B. Goodlett Place, Room 400

AGENDA

There are three action items on this agenda.
All other items on this agenda are for discussion purposes only.

The Commission respectively requests that all cell phones and pagers are turned off during the duration of the meeting.

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1) CALL TO ORDER, ROLL CALL

Ernest Jackson, President
Commissioner Kim Bogen
Commissioner David Ellington
Commissioner Jan Masaoka

2) APPROVAL OF THE MINUTES **ACTION ITEM**

(Commissioners will vote to adopt the minutes. The handout associated with this item is the Minutes of June 25, 2001.)

a) Adoption of the Minutes, June 25, 2001 Meeting

- Public Testimony
- Commissioners' Comments
- Commissioners' Vote

3) COMMUNICATIONS **FOR DISCUSSION ONLY**

Descriptions of communications received by the Commission are listed at the end of this agenda.

- Public Testimony
- Commissioners' Comments

4) DIRECTOR'S REPORT ON THE FOLLOWING MATTERS (Liza Lowery): **FOR DISCUSSION ONLY**

- **Major Accomplishments;**
- **Telecommunications Plan;**
- **PEG With Emphasis on Education and Government;**
- **Franchise Management;**
- **Business Development Related to Telecommunications Providers;**
- **Digital Divide;**
- **Federal Legislation;**
- **Street Furniture;**
- **Public Safety Network Bond Project;**
- **Internal Operations;**
- **Enterprise Approach to Information Technology;**
- **Other**

(There is a handout associated with this item.)

- Public Testimony
- Commissioners' Comments

5) DEPUTY DIRECTOR'S POLICY REPORT ON THE FOLLOWING (Denise Brady): **FOR DISCUSSION ONLY**

- **Federal Legislation;**
- **State Legislation;**
- **Municipal Legislation;**
- **Court Proceedings;**
- **Administrative Proceedings**

(There is a handout associated with this item.)

- Public Testimony
- Commissioners' Comments

6) NEW BUSINESS

6(a) Commission Officer Election - President **ACTION ITEM**
(There are no handouts associated with this item.)

- Commissioners' Nomination(s)
- Commissioners' Comments
- Public Testimony
- Commissioners' Vote

6(b) Commission Officer Election – Vice President **ACTION ITEM**
(There are no handouts associated with this item.)

- Commissioners' Nomination(s)
- Commissioners' Comments
- Public Testimony
- Commissioners' Vote

6(c) Update on Budget, Operations and Programming of Public Access Cable TV Channel 29 **FOR DISCUSSION ONLY**

(There are no handouts associated with this item.)

- Public Testimony
- Commissioners' Comments

7) CALENDAR MATTERS **FOR DISCUSSION ONLY**

(There is a handout associated with this item.)

- The next regular Commission meeting will be held on August 27. The meeting will occur at the regularly scheduled time of 5:30 p.m. in Room 400, City Hall.

  - Public Testimony
  - Commissioners' Comments

- Telecommunications Commission pending Topics List.

  - Public Testimony
  - Commissioners' Comments

8) RECOGNITION OF COMMISSIONER BONNIE ENGEL'S SERVICE TO THE TELECOMMUNICATIONS COMMISSION **FOR DISCUSSION ONLY**

- Public Testimony
- Commissioners' Comments

9) GENERAL PUBLIC TESTIMONY **FOR DISCUSSION ONLY**

10) ADJOURNMENT

COMMUNICATIONS PAGE

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3. Director's report.
4. Deputy Director's report.
5. Telecommunications Commission Pending Topics List.

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None received for the period June 9, 2001 – July 11, 2001.

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7/23/01

TELECOMMUNICATIONS COMMISSION
CITY AND COUNTY OF SAN FRANCISCO

MINUTES

MONDAY, JULY 23, 2001
CITY HALL

ROOM 400
5:30 P.M.

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COMMISSIONERS

Ernest Jackson, President
Kim Bogen
David Ellington
Jan Masaoka

Liza Lowery, Executive Director
DEPARTMENT OF TELECOMMUNICATIONS
AND INFORMATION SERVICES (DTIS)

1. Call to Order and Roll Call

The meeting was called to order by President Ernest Jackson at 5:30 P.M.

Secretary Helen Danina called roll for the Commission.

Present: President Ernest Jackson
Commissioner Kim Bogen
Commissioner Jan Masaoka

Excused: Commissioner David Ellington

2. Approval of the June 25, 2001 Minutes

Actions Taken
Commissioner Masaoka wanted two amendments made to the June 25, 2001 minutes of the regular meeting of the Telecommunications Commission:

1. At the end of item #4, Director's Report, the following amendment was added:

   The Telecommunications Plan is being electronically sent to the Commissioners, section by section, for their review. Comments from Commissioners on Telecommunications Goals, Initiatives and Policy Recommendations, Internal Needs were received and incorporated into this section of the draft. When feedback from the Commissioners are received for the External Goals section, it will be incorporated into that section by the next Commission meeting. The goal is to make the entire Telecommunications Plan available for distribution to the public at the September 2001 meeting;

2. Following item #6(c) RCN Deployment, the following amendment was inserted:

   Based upon the reports that AT&T and RCN provided to the City, at the time of the June 2001 meeting, both companies currently meet the minimum requirements of their respective franchises as they relate to the rebuild and build.

Commissioner Bogen made a motion, seconded by Commissioner Masaoka, to approve the minutes of the June 25, 2001 as amended. The Commission moved to adopt the minutes as amended with three ayes [Jackson, Bogen, Masaoka], non opposed.

3. Communications

There was no public testimony on this agenda item.

4. Director's Report

The Executive Director's report covered the following issues:

- Major Accomplishments;
- Telecommunications Plan

  The draft of the Telecommunications Plan will be distributed to the Commission as a discussion item for the August meeting and an action item for the September meeting. The Department of Telecommunications and Information Services (DTIS) has received and incorporated suggestions from Commissioners on Internal Goals, Strategic Initiatives, and Policy Recommendations. The External Goals, Strategic Initiatives, and Policy Recommendations section is pending and awaits comments from the Commissioners by the close of business on July 30, 2001. *The San Francisco Today* draft will be sent to the Commissioners in the next week or so and the draft of *A Look into the Future* will follow.

- PEG with Emphasis on Education and Government;
- Franchise Management;
- Business Development Related to Telecommunications Providers;
- Digital Divide;
- Federal Legislation;
- Street Furniture;
- Public Safety Network Bond Project;
- Internal Operations;
- Enterprise Approach to IT;
- Other

There was no public testimony on this agenda item.

5. Deputy Director's Policy/Legislation Reports

Deputy Director Brady reported on actions and matters concerning the following:

- Board of Supervisors;
- Congress;
- Federal Communications Commission;
- Open Access;
- Industry News.

There was no public testimony on this agenda item.

6. New Business

6(a) Commission Officer Election – President and
6(b) Commission Officer Election – Vice President

Since all the commissioners were not present, President Jackson continued the Commission Officer Election for President and Vice President to the call of the Chair.

6(c) Update on Budget, Operations and Programming of Public Access Cable TV Channel 29

Zane Blaney, Executive Director, and Aaron Vinck, Assistant Director, San Francisco Community Television Corporation gave an overview of the new production facility on 1720 Market Street, San Francisco that is expected to be completed by end of September, 2001. Budget, operations, and programming of Public Access Cable TV Channel 29 were reviewed and discussed.

There was no public testimony on this agenda item.

7. Calendar Matters

President Jackson announced that the next regular commission meeting will be held on Monday August 27, 2001, 5:30 p.m. City hall, Room 400.

There was no public testimony on this agenda item, and no Commissioner comments.

8. General Public Testimony: None

9. Adjournment

President Jackson adjourned the meeting at 7:35 p.m.

Respectfully submitted,

Helen C. Danina

Department of Telecommunications and Information Services
City and County of San Francisco

NOTICE

REGULAR MEETING OF THE TELECOMMUNICATIONS COMMISSION CITY AND COUNTY OF SAN FRANCISCO

Monday, August 27, 2001, 5:30 PM
City Hall
1 Dr. Carlton B. Goodlett Place, Room 400

AGENDA

There is one action item on this agenda.
All other items on this agenda are for discussion purposes only.

The Commission respectfully requests that all cell phones and pagers be turned off during the duration of the meeting.

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1) CALL TO ORDER, ROLL CALL

Ernest Jackson, President
Commissioner Kim Bogen
Commissioner David Ellington
Commissioner Jan Masaoka

2) APPROVAL OF THE MINUTES **ACTION ITEM**

(Commissioners will vote to adopt the minutes. The handout associated with this item is the Minutes of July 23, 2001.)

a) Adoption of the Minutes, July 23, 2001 Meeting

- Public Testimony
- Commissioners' Comments
- Commissioners' Vote

3) COMMUNICATIONS **FOR DISCUSSION ONLY**

Descriptions of communications received by the Commission are listed at the end of this agenda.

- Public Testimony
- Commissioners' Comments

4) **DIRECTOR'S REPORT ON THE FOLLOWING MATTERS (Liza Lowery):** **FOR DISCUSSION ONLY**

- **Major Accomplishments;**
- **Telecommunications Plan;**
- **PEG With Emphasis on Education and Government;**
- **Franchise Management;**
- **Business Development Related to Telecommunications Providers;**
- **Digital Divide;**
- **Federal Legislation;**
- **Street Furniture;**
- **Public Safety Network Bond Project;**
- **internal Operations;**
- **Enterprise Approach to Information Technology;**
- **Other**

(There is a handout associated with this item.)

- Public Testimony
- Commissioners' Comments

5) **DEPUTY DIRECTOR'S POLICY REPORT ON THE FOLLOWING (Denise Brady):** **FOR DISCUSSION ONLY**

- **Board of Supervisors**
- **California Public Utilities Commission**
- **Federal Communications Commission**
- **Legislation – Federal**
- **Legislation – State**
- **Government**
- **Court Proceedings**
- **Industry**

(There is a handout associated with this item.)

- Public Testimony
- Commissioners' Comments

6) **NEW BUSINESS** **FOR DISCUSSION ONLY**

- **California Channel**

(There is no handout associated with this item.)

- Public Testimony
- Commissioners' Comments

7) **OLD BUSINESS** **FOR DISCUSSION ONLY**

- **Telecommunications Plan**

(There is no handout associated with this item.)

- Public Testimony
- Commissioners' Comments

8) CALENDAR MATTERS **FOR DISCUSSION ONLY**
(There is a handout associated with this item.)

- The next regular Commission meeting will be held on September 24. The meeting will occur at the regularly scheduled time of 5:30 p.m. in Room 400, City Hall.

  - Public Testimony
  - Commissioners' Comments

- Telecommunications Commission pending Topics List.

  - Public Testimony
  - Commissioners' Comments

9) GENERAL PUBLIC TESTIMONY **FOR DISCUSSION ONLY**

10) ADJOURNMENT

COMMUNICATIONS PAGE

COMMUNICATIONS AGENDA PACKET RECEIVED FROM DTIS

1. Agenda for the August 27, 2001 Commission meeting.
2. Draft minutes for the July 23, 2001 meeting.
3. Director's report.
4. Deputy Director's report.
5. Telecommunications Commission Pending Topics List.

COMMUNICATIONS RECEIVED FROM THE PUBLIC

None received for the period July 23, 2001 – August 8, 2001

Please Note:

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Department of Telecommunications and Information Services
City and County of San Francisco

CANCELLATION NOTICE

OF THE REGULAR MEETING OF THE TELECOMMUNICATIONS COMMISSION OF THE CITY AND COUNTY OF SAN FRANCISCO

Please note that the regular meeting of the Telecommunications Commission for Monday, August 27, 2001 has been canceled.

The next regular meeting of the Commission will be held on
Monday, September 24, 2001, 5:30 p.m.
City Hall, 1 Dr. Carlton B. Goodlett Place, Room 400

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City and County of San Francisco

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NOTICE

REGULAR MEETING OF THE TELECOMMUNICATIONS COMMISSION CITY AND COUNTY OF SAN FRANCISCO

Monday, September 24, 2001, 5:30 PM
City Hall
1 Dr. Carlton B. Goodlett Place, Room 400

AGENDA

There are three action items on this agenda.
All other items on this agenda are for discussion purposes only.

The Commission respectively requests that all cell phones and pagers are turned off during the duration of the meeting.

1) CALL TO ORDER, ROLL CALL

Ernest Jackson, President
Commissioner Kim Bogen
Commissioner David Ellington
Commissioner Jan Masaoka

2) APPROVAL OF THE MINUTES **ACTION ITEM**

(Commissioners will vote to adopt the minutes. The handout associated with this item is the Minutes of July 23, 2001.)

a) Adoption of the Minutes, July 23, 2001 Meeting

- Public Testimony
- Commissioners' Comments
- Commissioners' Vote

3) COMMUNICATIONS **FOR DISCUSSION ONLY**

Descriptions of communications received by the Commission are listed at the end of this agenda.

- Public Testimony
- Commissioners' Comments

4) **DIRECTOR'S REPORT ON THE FOLLOWING MATTERS (Liza Lowery):** **FOR DISCUSSION ONLY**

- **Major Accomplishments;**
- **Telecommunications Plan;**
- **PEG With Emphasis on Education and Government;**
- **Franchise Management;**
- **Business Development Related to Telecommunications Providers;**
- **Digital Divide;**
- **Federal Legislation;**
- **Street Furniture;**
- **Public Safety Network Bond Project;**
- **Internal Operations;**
- **Enterprise Approach to Information Technology;**
- **Other**

(There is a handout associated with this item.)

- Public Testimony
- Commissioners' Comments

5) **DEPUTY DIRECTOR'S POLICY REPORT ON THE FOLLOWING (Denise Brady):** **FOR DISCUSSION ONLY**

- **Federal Legislation;**
- **State Legislation;**
- **Municipal Legislation;**
- **Court Proceedings;**
- **Administrative Proceedings**

(There is a handout associated with this item.)

- Public Testimony
- Commissioners' Comments

6) **NEW BUSINESS** **FOR DISCUSSION ONLY**

6(a) Commission Officer Election - President **ACTION ITEM**
(There is no handout associated with this item.)

- Commissioners' Nomination(s)
- Commissioners' Comments
- Public Testimony
- Commissioners' Vote

6(b) Commission Officer Election – Vice President **ACTION ITEM**
(There is no handout associated with this item.)

- Commissioners' Nomination(s)
- Commissioners' Comments
- Public Testimony
- Commissioners' Vote

6(c) California Channel **FOR DISCUSSION ONLY**
(There is a handout associated with this item.)

- Public Testimony
- Commissioners' Comments

7) OLD BUSINESS **FOR DISCUSSION ONLY**

Status of the Telecommunications Plan
(There is no handout associated with this item.)

- Public Testimony
- Commissioners' Comments

7) CALENDAR MATTERS **FOR DISCUSSION ONLY**
(There is a handout associated with this item.)

- The next regular Commission meeting will be held on October 22. The meeting will occur at the regularly scheduled time of 5:30 p.m. in Room 400, City Hall.

  - Public Testimony
  - Commissioners' Comments

- Telecommunications Commission pending Topics List.

  - Public Testimony
  - Commissioners' Comments

8) GENERAL PUBLIC TESTIMONY **FOR DISCUSSION ONLY**

9) ADJOURNMENT

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2. Draft minutes for the July 23, 2001 meeting.
3. Director's report.
4. Deputy Director's report.
5. Telecommunications Commission Pending Topics List.
6. California Channel handout.

COMMUNICATIONS RECEIVED FROM THE PUBLIC

None received for the period August 27, 2001 – September 6, 2001

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Department of Telecommunications and Information Services
City and County of San Francisco

NOTICE

REGULAR MEETING OF THE TELECOMMUNICATIONS COMMISSION CITY AND COUNTY OF SAN FRANCISCO

Monday, October 22, 2001, 5:30 PM
City Hall
1 Dr. Carlton B. Goodlett Place, Room 400

AGENDA

There are three action items on this agenda.
All other items on this agenda are for discussion purposes only.

The Commission respectively requests that all cell phones and pagers are turned off during the duration of the meeting.

DOCUMENTS DEPT.

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1) CALL TO ORDER, ROLL CALL

Ernest Jackson, President
Commissioner Kim Bogen
Commissioner David Ellington
Commissioner Jan Masaoka

2) APPROVAL OF THE MINUTES **ACTION ITEM**
(Commissioners will vote to adopt the minutes. The handout associated with this item is the Minutes from the July 23, 2001 meeting.)

- Adoption of the Minutes – July 23, 2001 Meeting

- Public Testimony
- Commissioners' Comments
- Commissioners' Vote

3) COMMUNICATIONS **FOR DISCUSSION ONLY**
Descriptions of communications received by the Commission are listed at the end of this agenda.

- Public Testimony
- Commissioners' Comments

4) **DIRECTOR'S REPORT ON THE FOLLOWING MATERS (Liza Lowery):** **FOR DISCUSSION ONLY**

- **Major Accomplishments;**
- **Telecommunications Plan;**
- **PEG with Emphasis on Education and Government;**
- **Franchise Management;**
- **Business Development Related to Telecommunications Providers;**
- **Digital Divide;**
- **Federal Legislation;**
- **Street Furniture;**
- **Public Safety Network Bond Project;**
- **Internal Operations;**
- **Enterprise Approach to Information Technology;**
- **Other**

(There is a handout associated with this item.)

- Public Testimony
- Commissioners' Comments

5) **DEPUTY DIRECTOR'S POLICY REPORT ON THE FOLLOWING (Denise Brady):** **FOR DISCUSSION ONLY**

- **Federal Legislation;**
- **State Legislation;**
- **Municipal Legislation;**
- **Court Proceedings;**
- **Administrative Proceedings**

(There is a handout associated with this item.)

- Public Testimony
- Commissioners' Comments

6) **NEW BUSINESS**

a) **Commission Officer Election – President** **ACTION ITEM**
(The Commission will vote for a new president of the Commission. There is no handout associated with this item.)

- Commissioners' Nomination(s)
- Commissioners' Comments
- Public Testimony
- Commissioners' Vote

b) **Commission Officer Election – Vice President** **ACTION ITEM**
(The Commission will vote for a new Vice President of the Commission. There is no handout associated with this item.)

- Commissioners' Nomination(s)
- Commissioners' Comments

- Public Testimony
- Commissioners' Vote

7) **OLD BUSINESS** **FOR DISCUSSION ONLY**

- **Hearing on the Proposed Telecommunications Plan**
(The handout associated with this item is the proposed Telecommunications Plan.)

- **Introduction**

- Commissioners' Comments

- Public Hearing/Testimony

[Please note: the purpose of this public hearing is to gain feedback and information on the Telecommunications Plan that the citizens and the business community feel should be provided by the City and County of San Francisco. The Commission would appreciate the hearing to be limited to testimony that is specific to this issue.]

8) **CALENDAR MATTERS** **FOR DISCUSSION ONLY**
(There is no handout associated with these items.)

- The next regular Commission meeting will be a Special Meeting held on November 16. The meeting will occur at the regularly scheduled time of 5:30 p.m. in Room 416, City Hall.

    - Public Testimony
    - Commissioners' Comments

- Telecommunications Commission Pending Topics List

    - Public Testimony
    - Commissioners' Comments

9. **GENERAL PUBLIC TESTIMONY** **FOR DISCUSSION ONLY**

10. **ADJOURNMENT**

COMMUNICATIONS PAGE

COMMUNICATIONS AGENDA PACKET RECEIVED FROM DTIS

1. Agenda for the October 22, 2001Commission meeting.
2. Draft minutes for the July 23, 2001 meeting.
3. Director's report.
4. Deputy Director's report.
5. Proposed Telecommunications Plan.
6. Telecommunications Commission Pending Topics List.

COMMUNICATIONS RECEIVED FROM THE PUBLIC

None received for the period September 7. 2001 – October 15, 2001.

Please Note:

- Special Announcement: The public can view this Telecommunications Commission meeting live on the web through videostreaming. To see the meeting online, visit **www.sfgov.org** and click on the "Watch Citywatch Cable TV online" link at the start time of the meeting.

- General written materials submitted by the public to the Telecommunications Commission review, that are not associated with a specific deadline, should be sent to Telecommunications Commission, Department of Telecommunications and Information Services (DTIS), 875 Stevenson, 5th Floor, San Francisco, CA 94103 or emailed to **Telecommunications_Commission@ci.sf.ca.us**.

- Correspondence should be received no later than 5:00 p.m. ten (10) days (normally a Friday) prior to the scheduled Telecommunications Commission meeting in order to be listed on the Communications section of the upcoming agenda. All correspondence s received after this date will be listed on future agendas.

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Commission Information:

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SUNSHINE ORDINANCE

KNOW YOUR RIGHTS UNDER THE SUNSHINE ORDINANCE (Chapter 67 of the San Francisco Administrative Code).

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils and other agencies of the City and County exist to conduct the people's business. The Sunshine Ordinance assures that deliberations are conducted before the people and that City operations are open to the peoples' review.

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TELECOMMUNICATIONS COMMISSION
CITY AND COUNTY OF SAN FRANCISCO

MINUTES

MONDAY, October 22, 2001
CITY HALL

ROOM 400
5:30 P.M.

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COMMISSIONERS

Ernest Jackson, President
Kim Bogen
David Ellington
Jan Masaoka

Liza Lowery, Executive Director
DEPARTMENT OF TELECOMMUNICATIONS
AND INFORMATION SERVICES (DTIS)

1. Call to Order and Roll Call

The meeting was called to order by Acting-Chair E. David Ellington at 5:30 P.M.

Secretary Helen Danina called roll for the Commission.

Present: Acting-Chair, E. David Ellington
Commissioner Kim Bogen
Commissioner Jan Masaoka

Excused: President Ernie Jackson

2. Approval of the July 23, 2001 Minutes

Actions Taken

Commissioner Masaoka made a motion, seconded by Commissioner Bogen, to approve the minutes of the July 23, 2001. The Commission moved to adopt the minutes with three ayes [Bogen, Ellington, Masaoka], none opposed.

3. Communications

There was no public testimony on this agenda item.

4. Director's Report

Executive Director, Liza Lowery, focused on the following items of her report:

- Major Accomplishments

  - The Executive Director announced that CityWatch won two (2) 1st Place Programming Awards over 1,000 entries: *Promotional Video Campaign – Elections 2000* and *Video Text Bulletin Board Over $400,000 – CityWatch Bulletin Board;*
  - Deputy Director Denise Brady became president of the National Association of Telecommunications Officers and Advisors (NATOA) at their annual meeting;
  - San Francisco is being recognized in telecommunications and E-government initiatives.

- Telecommunications Plan

  The October 22, 2001 public hearing is a testament to the progress made in the Telecommunications Plan for the City and County of San Francisco. The Telecommunications Commission intends to adopt the Plan at its November 16, 2001 special meeting. The public is encouraged to send its comments and responses to the Telecommunications Commission office by e-mail

telecommunications_commission@ci.sf.ca.us or call 554-4443. The Plan may be accessed at the following sites:

- Telecommunications Commission website http://www.ci.sf.ca.us/telecommunications_commission/plan.htm;
- Hardcopies are available at the Public Library, Government Section.

Outreach announcements for the public hearing of the Proposed Telecommunications Plan have been advertised in the following media:

- Telecommunications Commission website http://www.sfgov.org/telecommunications_commission/;
- Cityspan's website http://www.sfgov.org/telecommunications_commission/;
- CityWatch Video Text Bulletin Board;
- Seven (7) Outreach Newspapers: El Latino, El Reportero, Chinese Times, Asian Week, New Bayview, Bay Times, and Spectrum
- Daily Journal;
- Telecommunications Commission e-mail distribution lists, including the Board of Supervisors, department heads, city government personnel, and members of the industry.

- PEG with Emphasis on Education and Government
- Franchise Management
- Business Development Related to Telecommunications Providers.

  - There is a slow down in deployment of infrastructure for cable TV providers;
  - Business development in relations to minority and women businesses continue to move forward under the guidance and assistance of Commissioner Ellington.

- Digital Divide
- Federal Legislation
- Street Furniture
- Public Safety Network Bond Project
- Internal Operations
- Enterprise Approach to IT
- Other

There was no public testimony on this agenda item.

5. Deputy Director's Policy/Legislation Reports

Deputy Director Brady report covered the following issues:

- Board of Supervisors
- Congress

- Federal Communications Commission
- Open Access
- Industry News.

Deputy Director Brady highlighted the following 2 items from her report:

- The Board of Supervisors placed a moratorium on the proposed resolution which would impose interim zoning control prohibiting new wireless telecommunication facilities from being erected or placed on any property in the City in certain types of sites currently designated as low locations Preferences for 6 months;

- On October 4, 2001, the FCC ordered that cable operators may pass through to customers the franchise fees assessed by the local franchising authority, including revenues not derived from billing the customer, such as advertising and shopping channel revenue.

Commissioner Masaoka asked about the implementation plan for 711 for people with hearing and speech disabilities. Even though the 711 plan is not a DTIS project, information on this issue will be provided to the Commission.

There was no public testimony on this agenda item.

6. New Business

6(a) Commission Officer Election – President and
6(b) Commission Officer Election – Vice President

Since all the commissioners were not present, Acting-Chair Ellington continued the Commission Officer Election for President and Vice President to the call of the Chair.

There was no public testimony on this agenda item.

7. Hearing on the Proposed Telecommunications Plan

The Commission participated in numerous special meetings beginning in December 2000 for the sole purpose of focusing and discussing the topics in the Plan. Executive Director Lowery gave a PowerPoint presentation entitled, "Telecom Plan Update," available on http://www.ci.sf.ca.us/telecommunications_commission/docs.htm#reports and covered the following categories:

- The Purpose of the Plan,
- Contents,
- Review of the Heart of the Plan;
- Next Steps; and
- Public Discussion.

Another outreach regarding the replay of the public hearing of October 22, 2001 and soliciting feedback will be sent to the mailing lists. Substantive comments received from the public will be reviewed with the Commission.

The public testimony on this agenda item is as follows.

Zane Blaney, Executive Director, San Francisco Community Television Corporation (SFCTC), offered the following comments regarding the contents of the Proposed Telecommunications Plan:

- The deployment of current provisions of AT&T cable franchise that provides upstream sites televising of various community events, and the integration of PEG channels need to be addressed;
- The Plan is silent about the renewal of the AT&T master cable franchise and the three year long community assessment that is required by the Federal government;
- A master San Francisco Cable franchise that would lay out what is expected from a cable operator in San Francisco needs to be developed, and a consumer bill of rights should to be mentioned; and
- Even though grants and franchise fee for PEG Channels are a compensation for the use of the public right of way; unfortunately the dollar amount collected is not enough to pay for the damage done to the streets by the telecom operators.

Additionally, Mr. Blaney asked the following questions.
- Will the Enterprise IT manage the PEG channels?
- Does the Plan go to the Board of Supervisors?

8. Calendar Matters

Acting-Chair Ellington announced that a special meeting will be held on Friday November 16, 2001, 5:30 p.m. City Hall, Room 416 in lieu of the regular meeting originally scheduled on November 27, 2001.

There was no public testimony on this agenda item, and no Commissioner comments.

9. General Public Testimony

David Miles, Board member of San Francisco Community TV Corporation (SFCTC) and producer of "Skatin' Place," Channel 29 endorsed Zane Blaney in his role as the Executive Director of SFCTC.

10. Adjournment

Acting-Chair Ellington adjourned the meeting at 7:00 p.m.

Respectfully submitted,

_____

Helen C. Danina

Department of Telecommunications and Information Services
City and County of San Francisco

NOTICE

SPECIAL MEETING OF THE
TELECOMMUNICATIONS COMMISSION
CITY AND COUNTY OF SAN FRANCISCO

Friday, November 16, 2001, 5:30 PM
City Hall
1 Dr. Carlton B. Goodlett Place, Room 400

AGENDA

There are four action items on this agenda.
All other items on this agenda are for discussion purposes only.

The Commission respectively requests that all cell phones and pagers are turned off during the duration of the meeting.

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1) CALL TO ORDER, ROLL CALL

Ernest Jackson, President
Commissioner Kim Bogen
Commissioner David Ellington
Commissioner Jan Masaoka

2) APPROVAL OF THE MINUTES **ACTION ITEM**
(Commissioners will vote to adopt the minutes. The handout associated with this item is the Minutes from the October 22, 2001 meeting.)

- Adoption of the Minutes – October 22, 2001 Meeting

- Public Testimony
- Commissioners' Comments
- Commissioners' Vote

3) COMMUNICATIONS **FOR DISCUSSION ONLY**
Descriptions of communications received by the Commission are listed at the end of this agenda.

- Public Testimony
- Commissioners' Comments

4) **DIRECTOR'S REPORT ON THE FOLLOWING MATERS (Liza Lowery):** **FOR DISCUSSION ONLY**

- **Major Accomplishments;**
- **Telecommunications Plan;**
- **PEG with Emphasis on Education and Government;**
- **Franchise Management;**
- **Business Development Related to Telecommunications Providers;**
- **Digital Divide;**
- **Federal Legislation;**
- **Street Furniture;**
- **Public Safety Network Bond Project;**
- **Internal Operations;**
- **Enterprise Approach to Information Technology;**
- **Other**

(There is a handout associated with this item.)

- Public Testimony
- Commissioners' Comments

5) **DEPUTY DIRECTOR'S POLICY REPORT ON THE FOLLOWING (Denise Brady):** **FOR DISCUSSION ONLY**

- **Federal Legislation;**
- **State Legislation;**
- **Municipal Legislation;**
- **Court Proceedings;**
- **Administrative Proceedings**

(There is a handout associated with this item.)

- Public Testimony
- Commissioners' Comments

6) **NEW BUSINESS**

a) **Commission Officer Election – President** **ACTION ITEM**
(The Commission will vote for a new president of the Commission. There is no handout associated with this item.)

- Commissioners' Nomination(s)
- Commissioners' Comments
- Public Testimony
- Commissioners' Vote

b) **Commission Officer Election – Vice President** **ACTION ITEM**
(The Commission will vote for a new Vice President of the Commission. There is no handout associated with this item.)

- Commissioners' Nomination(s)
- Commissioners' Comments

- Public Testimony
- Commissioners' Vote

c) Telecommunications Plan Resolution, 01-025 **ACTION ITEM**
(The handout associated with this item is the full text of Resolution 01-025 and the Telecommunications Plan.)

RESOLUTION ADOPTING THE PROPOSED TELECOMMUNICATIONS PLAN.

- Commissioners' comments
- Public Testimony
- Commissioners' Vote

d) Competitive Process for Public Access **FOR DISCUSSION ONLY**
(There is a handout associated with this item.)

- Public Testimony
- Commissioners' Vote

e) California Channel Report **FOR DISCUSSION ONLY**
(There is a handout associated with this item.)

- Public Testimony
- Commissioners' Vote

7) **CALENDAR MATTERS** **FOR DISCUSSION ONLY**
(There is no handout associated with these items.)

- The next meeting of the Commission will be a Special Meeting held on _____.

  - Public Testimony
  - Commissioners' Comments

8) **Telecommunications Commission Pending Topics List**

  - Public Testimony
  - Commissioners' Comments

GENERAL PUBLIC TESTIMONY **FOR DISCUSSION ONLY**

9) **ADJOURNMENT**

COMMUNICATIONS PAGE

COMMUNICATIONS AGENDA PACKET RECEIVED FROM DTIS

1. Agenda for the November 16, 2001Commission meeting.
2. Draft minutes for the October 22, 2001 meeting.
3. Director's report.
4. Deputy Director's report.
5. Telecommunications Plan.
6. Resolution 01-025
7. California Channel Report.
8. Competitive Process for Public Access.
9. Telecommunications Commission Pending Topics List.
10. Letter from Linda Crayton, AT&T, Government Affairs Director.

COMMUNICATIONS RECEIVED FROM THE PUBLIC

Letter from Linda Crayton, AT&T, Government Affairs Director with attached press release, announcing AT&T Broadband's 5.5 percent price increase beginning January 1, 2002.

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TELECOMMUNICATIONS COMMISSION
CITY AND COUNTY OF SAN FRANCISCO

DRAFT

MINUTES

Friday, November 16, 2001
CITY HALL

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ROOM 400
5:30 P.M.

COMMISSIONERS

Ernest Jackson, President
Kim Bogen, Vice-President
David Ellington
Jan Masaoka

Liza Lowery, Executive Director
DEPARTMENT OF TELECOMMUNICATIONS
AND INFORMATION SERVICES (DTIS)

1. Call to Order and Roll Call

The meeting was called to order by Acting-Chair E. David Ellington at 5:30 P.M. and roll was called for the Commission.

Present: Acting-Chair, E. David Ellington
Commissioner Kim Bogen
Commissioner Jan Masaoka

Excused: President Ernie Jackson

2. Approval of the October 22, 2001 Minutes

Actions Taken
Deputy Director Denise Brady wanted the amendment made to the first highlighted item of her report to read as follows:

> The Board of Supervisors continued for two months its consideration of a proposed moratorium that would impose interim zoning control prohibiting new wireless telecommunication facilities from being erected or placed on any property in the City in certain types of sites currently designated as low locations Preferences for 6 months; and

Commissioner Masaoka wanted the following amendment made under "General Public Testimony":

> David Miles, a member of the Board Director of San Francisco Community TV Corporation (SFCTC), endorsed Zane Blaney in his role as the Executive Director of SFCTC, and expressed his appreciation for the Commission's work in the development of the Plan.

Commissioner Masaoka made a motion, seconded by Commissioner Bogen, to approve the minutes of October 22, 2001. The Commission moved to adopt the minutes with three ayes [Bogen, Ellington, Masaoka], none opposed.

3. Communications

The Commission received a copy of a letter from Linda Crayton, Government Affairs Director at AT&T, and a press release informing the Board of Supervisors and the public of price adjustments beginning January 2002.

4. Director's Report

Executive Director Lowery asked the Commissioners and the public for questions regarding the following items in her report:

- Major Accomplishments
- Telecommunications Plan
- PEG with Emphasis on Education and Government
- Franchise Management
- Business Development Related to Telecommunications Providers.
- Digital Divide
- Federal Legislation
- Street Furniture
- Public Safety Network Bond Project
- Internal Operations
- Enterprise Approach to IT
- Other

There was no public testimony on this agenda item.

5. Deputy Director's Policy/Legislation Reports

Deputy Director Brady entertained questions from the Commissioners and the public on the following issues in her report:

- Board of Supervisors
- Congress
- Federal Communications Commission
- Open Access
- Industry News.

Commissioner Masaoka appreciated the information regarding the Board of Supervisors actions and pending actions.

There was no public testimony on this agenda item.

6. New Business

6(a) Commission Officer Election – President

Since the Election of Officers for both the President and Vice-President have been on the agenda for many months, Acting-Chair Ellington asked the Commissioners whether they would mind moving forward on this item even though President Jackson was unable to attend the meeting. Since the Commissioners did not have objections, the following nominations took place:

- Commissioners' Nominations

Acting-Chair Ellington nominated Commissioner Ernest Jackson for President, seconded by Commissioner Masaoka.

- Commissioners' Comments: None.

- Public Testimony: None.

- Commissioners' Vote

Action Taken

The Commission elected Commissioner Jackson as president of the Telecommunications Commission for a one-year term with three ayes [Bogen, Ellington, and Masaoka], none opposed.

There was no public testimony on this agenda item.

6(b) Commission Officer Election – Vice President

- Commissioners' Nominations

Acting-Chair Ellington nominated Commissioner Bogen for Vice-President, seconded by Commissioner Masaoka.

- Commissioners' Comments: None.

- Public Tesimony: None

- Commissioners' Vote [note spelling]

Action Taken

The Commission elected Commissioner Bogen as Vice President of the Telecommunications Commission for a one-year term with two ayes [Ellington and Masaoka], none opposed.

6(c) Telecommunications Plan Resolution, 01-025

At last month's hearing, Executive Director Lowery made a comprehensive presentation of the Telecommunications Plan and its components. The Plan was also posted on the Telecommunications Commission website http://www.sfgov.org/telecommunications_commission/plan.htm for several months prior to the hearing. The Executive Director thanked everyone who played a part of the development of the Plan, and looked forward to its adoption. As a strategic model, she hoped to share the Plan with other cities. She thanked the Commissioners for attending the workshops and providing guidance to the Department. She also thanked former Commissioner Engel, who was in the audience, Commissioner Jackson, in his absence, for his leadership, Commissioner Ellington, and both former and present Department of Telecommunications and Information Services (DTIS) staff.

Comments regarding the Plan were received and she thanked everyone. Since the comments were clerical and administrative in nature, there were no substantive changes made to the Plan since last month's hearing.

Commissioner Ellington thanked the Senior Regulatory and Policy Analyst Brian Roberts for his work on the Plan and his work with the Commissioners to assure that their comments were included. He thanked Former Commissioner Engel, who joined the Commission in 1997, as an active participant in the formation of the Plan.

Commissioner Masaoka commented that the Commission worked on the Plan during the tenures of four Directors at DTIS, and thanked Executive Director Lowery for successfully completing the task. Although she had two reservations regarding the Plan – one about the omission of certain points, and another about the implementation of the Plan – she would nevertheless vote for the adoption of the Plan.

Regarding the implementation of the Plan, Commissioner Masaoka had particular concern regarding the long term strategy and cost-effectiveness of purchasing hardware, software, and systems rather than building from internal resources. She would have liked more guidance on this issue in the Plan, and waits with interest to see how it is implemented.

Commissioner Masaoka would have liked the AT&T franchise issue to be addressed in a stronger and more direct way, because it is the Telecommunications Commission's area of responsibility. She felt the franchise issues were not clearly resolved in the Plan.

Finally, as part of the Economic Development section of the Plan, Commissioner Masaoka feels there are not enough attention given to the support and continuance of the technology industry in San Francisco.

Vice-President Bogen mentioned that she was appointed by President Jackson to be the liaison between the Commission and DTIS to work on the Plan. Through the leaderships of President Jackson, Executive Director Lowery, and especially Senior Regulatory and Policy Analyst, Brian Roberts, a working, strategic document for the City and County of San Francisco was achieved. She expressed special thanks to Former Commissioner John Lira, to Former Commissioner Engel for her influence on the Commission regarding PEG, and to the Commission Secretary, Helen Danina for meeting deadlines and coordinating with the Commissioners. She considers the Plan as a collaboration between the City, the Telecommunications Commission, and the community; as a living, working document that will be changed, modified, and implemented as we go forward.

Acting-Chair Ellington echoed Commissioner Bogen's comment that this is a working document, stating that the Plan needs to be flexible and changed as the telecommunications market and technology changes. Acting-Chair Ellington agreed

with Commissioner Masaoka that policy be set for the purchase of hardware, software, and systems versus building one from internal resources. He also commented that the AT&T franchise needs attention, and that the main thrust of this Plan is to centralize the IT infrastructure for the City.

Action Taken

The Commission voted unanimously to adopt Resolution 01-025 with three ayes [Bogen, Ellington, Masaoka], none opposed. The full text of Resolution 01-025 is enclosed.

6(d) Competitive Process for Public Access

Executive Director Lowery presented an overview of the "Competitive Process Public Access Channel Management" that covered the following topics:

- Project Goals;
- Participants;
- Project Process & High Level Time Line;
- Important Steps.

The project process and time line will carry the following deadlines:

- Project Initiation & Research – October and November 2001;
- Develop Request for Proposal – November and December 2001;
- Request for Proposal (RFP) Process – January through May 2002;
- Negotiations and Award – May through early August 2002;
- Transition to New Contract – June through August 2002

A hard copy of the Powerpoint presentation is enclosed.

Commissioner Masaoka questioned whether the timeline gave SFCTC enough time to dismantle their organization if they do not get the contract, and whether a new contractor could step into place quickly enough, given that the awards are given out in May. The Executive Director felt the timeline was realistic since the transition period is from April through August, possibly September, 2002.

Commission Bogen asked for a description of the Request for Proposals (RFP), about who is responsible for developing guidelines, what kind of input the Commissioners and others will have in developing the request. Executive Director Lowery informed her that the Project Manager is Regulatory and Policy Analyst Brian Wilson who works in Policy and Planning department under Denise Brady and is in charge of franchise and PEG channels. President Jackson will be asked to appoint one or two Commissioners to work as liaison on this project. The purpose of this process is not to discard the present contract but to improve and incorporate good business practices along the way.

Commissioner Masaoka was interested in the criteria for the RFP. The Executive Director explained that the criteria to award the contract has to be outlined in general terms in the RFP, and that the final terms are negotiated. Commissioner Masaoka felt that the Commission might want to have an input in this.

The following are the public testimonies on this item:

1. Bonnie Engel, Former Telecommunications Commissioner, inquired about the Board of Supervisor's resolution that had appointed the San Francisco Community Television Corporation (SFCTC) as the contractor to run the Public Access Channel. She asked whether the Board of Supervisors (BOS) has been notified that this resolution is no longer valid, and whether there is something the BOS have to vote on to remove SFCTC from running the Public Access Channel.

   The Executive Director explained that the contract is not with DTIS but with the City, and that the resolution with SFCTC is valid until June 30, 2002. And that, as part of the public process, the Commission will pass a resolution for a potential new contract that would go to the BOS for a resolution to adopt a new contract.

2. Zane Blaney, Executive Director SFCTC, stated that in 1996 or 1997 the Board of Supervisors voted to designate SFCTC as the management entity for public access television. DTIS contracted with SFCTC to manage public access television for a three year period. It was understood that the contract would either be renewed or put out to bid; if another entity was selected to manage public access, then DTIS would need to go to the Board of Supervisors to change that designation.

   Mr. Blaney was concerned about the short timeline, especially since SFCTC's contract ends on June 30, 2002. If SFCTC is not awarded the new contract, it would be interested in dismantling the organization by June 30, 2002 rather than move into another fiscal year.

3. John Higgins, member of the Board of Directors of SFCTC, who is responsible for establishing the policies and procedures for the new facility for public access, stated that the new facility is opening shortly. He finds the tight timeline for the RFP disconcerting, and wonders what the short time period is based on.

   Executive Director Lowery will take the concerns for the timeline expressed by Misters Blaney and Higgins into consideration.

4. Peggy Coster, member of the Board of Directors of SFCTC expressed her appreciation of the outreach done by SFCTC for the disabled community, and believes that public access is the best way to reach that community. She asks that in the RFP an awareness of disability access be included to consider the physical and programming issues.

6(e) California Channel Report

In the September 18, 2001 California Channel report several options were stated. The Policy and Planning staff recommended that AT&T move the California Channel programming from the Public Access Channel 29 to one of their commercial channels, thus allowing SFCTC to have 24-hour programming on the Public Access Channel. AT&T has been unable or unwilling to accommodate this request. As an interim solution a suggestion was made to put the California Channel on the local origination channel. Presently AT&T is featuring C-SPAN2 on this channel for its day time programming and DTIS has asked that the California Channel be added instead. AT&T is reluctant to do that. DTIS will continue to resolve this issue with AT&T.

Commissioner Masaoka inquired what AT&T's objections were to moving the California Channel to the local origination channel. Deputy Director Brady expressed her understanding of AT&T's position based on discussions with AT&T's government liaison person, who was unable to attend this meeting. The biggest problem is that they do not have a place on the system to add the "must carry" programming and the California Channel on a commercial channel versus the PEG channel.

Further research into the franchise agreement must to be done to find out what AT&T's true obligations are to the local origination channel. In the meantime, AT&T is trying to find a solution for public access without eliminating California Channel and without negatively impacting either the education or the government channels. This issue will be brought before the Commission for further discussion.

The following are the public testimonies on this item:

1. John Higgins, member of the Board of Directors of SFCTC, and chair of the Program Committee stated that, at the public meeting in May 2001, the public indicated that this issue was important to them and to the members of the Board of Directors of SFCTC. He said the automated equipment is installed and ready to handle 24-hours-a-day programming once the California Channel is removed from public access.

2. Peggy Coster, member of the Board of Directors of SFCTC, endorses moving the California Channel to another channel because the disability community and non-profits need the additional programming time on public access.

7. Calendar Matters

Acting-chair Ellington announced that the new meeting of the Telecommunication Commission will be held on Monday, January 28, 2002, 5:30 p.m., City Hall, Room 400.

There was no public testimony on this agenda item.

In the revised "Pending Topics List" for 2002, Commissioner Masaoka asked that the following new topic be added: Disabled access on the City's website. Executive

Director Lowery stated that a workshop is planned for January to follow up on last year's workshop and to set up the Commissioners' priorities for DTIS to work on during the year 2002. President Jackson is in agreement with this plan, but the exact date and time is yet to be decided. It is possible that the Commission's regularly scheduled meeting may be cancelled to accommodate a longer day-time working session.

There was no public testimony on this agenda item.

8. General Public Testimony

There was no public testimony on this agenda item.

9. Adjournment

Actng-Chair Ellington adjourned the meeting at 7:00 p.m.

Respectfully submitted,

_____
Helen C. Danina

30
1
12/24/01
cancelled

CANCELLATION NOTICE

OF THE REGULAR MEETING OF THE TELECOMMUNICATIONS COMMISSION of the CITY AND COUNTY OF SAN FRANCISCO

Please note that the regular meeting of the Telecommunications Commission for
Monday, December 24, 2001, 5:30 p.m.
City Hall, 1 Dr. Carlton B. Goodlett Place, Room 400
has been cancelled

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- Special Announcement: The public can view this Telecommunications Commission meeting live on the web through videostreaming. To see the meeting online, visit **www.sfgov.org** and click on the "Watch Citywatch Cable TV online" link at the start time of the meeting.

- General written materials submitted by the public to the Telecommunications Commission review, that are not associated with a specific deadline, should be sent to Telecommunications Commission, Department of Telecommunications and Information Services (DTIS), 875 Stevenson, 5th Floor, San Francisco, CA 94103 or emailed to **Telecommunications_Commission@ci.sf.ca.us**.

- Correspondence should be received no later than 5:00 p.m. ten (10) days (normally a Friday) prior to the scheduled Telecommunications Commission meeting in order to be listed on the Communications section of the upcoming agenda. All correspondence s received after this date will be listed on future agendas.

- Communications to the Commission may be viewed upon request to Commission Secretary Helen Danina, DTIS, 875 Stevenson, 5th Floor, 415/554-4443. Please note that there is a 10-cent per page charge for photocopying communications documents at DTIS, payable at the time of service.

- Agenda packets items, as noted on the Communications page, are available for public review on the Commission's web site (see address above), the San Francisco Main Public Library, 5th Floor, Government Documents Section or by contacting Commission Secretary Helen Danina, DTIS, 875 Stevenson, 5th Floor, 415/554-4443. Please note that there is a 10-cent per page charge for photocopying applicable Commission documents at DTIS, payable at the time of service.

Commission Information:

- The Telecommunications Commission meets at 5:30 pm, City Hall, Room 400, on the fourth Monday of every month, unless otherwise noted. This schedule is subject to change.

- For information related to Telecommunications Commission matters, please phone 415/554-4443 or email **Telecommunications_Commission@ci.sf.ca.us**.

- The Telecommunications Commission web site address is www.sfgov.org/telecommunications_Commission.

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